

## Michigan State Police - Fire Investigation Unit

### *2005 Fire Investigation Training Information*

The Michigan State Police Fire Investigation Unit is proud to announce the fire investigation training schedule for the 2005 calendar year. These schools are limited to fire and police personnel who are assigned the responsibility of conducting fire investigations.

The Fire Investigation I School (formerly Basic) is accredited by the National Board on Fire Service Professional Qualifications (NBFSPQ). The NBFSPQ is a committee of the National Fire Protection Association (NFPA), and is comprised of fire service professionals from across the country. The Board reviews the curriculum, instructional staff, training methodology, equal opportunity standards, and testing methods before accrediting a particular program. The Michigan State Police Fire Investigation Unit program is one of only eleven fire investigation programs accredited worldwide. Accordingly, stricter guidelines have been enacted for student selection, training, and testing. There is both a written test and practical skills exercise. The written test requires a minimum passing score of 80% while the practical skills exercise is evaluated on a pass/fail basis.

To be considered for fire investigation training, applications must be fully completed and endorsed by the applicant's supervisor or agency head. The supervisor or agency head must agree that this individual will be utilized for fire investigations. Any agency having a special need for fire investigation training must submit a letter explaining the nature of the special need attached to the application. The applicant's supervisor or agency head must endorse this correspondence. The Fire Investigation Training Selection Committee will use all of the information provided to determine which students will be accepted for each school. The Fire Investigation Training Selection Committee will use the following criteria to evaluate and rank all applicants:

#### **APPLICATION CRITERIA**

- 18 years of age or older.
- High school graduate or possession of GED.
- Able to read and write English.
- Good moral character. A conviction for a misdemeanor or felony offense that involves theft, dishonesty, or false statement may be grounds for rejection.
- Application must be completely and accurately filled out.
- **Must have successfully completed Hazardous Materials Awareness for First Responders training.**
  
- **Fire Service:** Must be a firefighter or higher rank with Fire Fighter I certification through the Michigan Fire Fighters Training Council.  
  
Member of an organized fire department currently complying with NFIRS fire reporting requirements.

Applicant is substantially responsible for fire investigations and arson prosecutions.

- **Police Service:** Must be a full-time law enforcement officer with Certification from the Commission on Law Enforcement Standards (formerly Michigan Law Enforcement Officers Training Council).

Applicant is substantially responsible for fire investigations and arson prosecutions.

- Applications complying with these criteria will be forwarded to the selection committee for further consideration.

### **SELECTION CRITERIA**

1. The number of fires experienced by the agency/community served, based on the incidents reported to the State Fire Marshal through the National Fire Incident Reporting System (NFIRS).
2. The applying agency, if fire service, **must** participate with the National Fire Incident Reporting System (NFIRS).
3. The applying agency, if police **must** participate with MICR data regarding fire investigations and related prosecutions.
4. The number of trained personnel available within the applying agency (full or part time).
5. The number of trained personnel available to the applying agency from surrounding agencies or from the Michigan State Police Fire Investigation Unit.
6. Whether the applying agency has recently had students trained by the Fire Investigation Unit.
7. Police/Fire service teams may be given preference based on above requirements when possible.
8. Whether the applying agency has an aggressive policy of pursuing arson prosecutions when a fire is determined to be arson.
9. Applying agency maintains a positive working relationship with surrounding departments to better utilize existing trained investigators available to investigate fire scenes.

**Based on these criteria, the Fire Investigation Training Selection Committee will rank each applicant and select students. Students will then be notified by mail whether they have been accepted or not.**

## APPLICATION GUIDELINES

- **Do not call the Fire Investigation Unit to inquire about the status of your application.**
- You are not automatically accepted into a school by submitting an application.
- **Applications are valid only for the current year and only for the particular school applied for.**
- If the application is not fully completed or signed by both the applicant and supervisor, it will be returned. (Original signatures)
- Practical testing is a mandatory part of the program. Accordingly, students must perform moderately strenuous physical activities (fire scene excavation) in order to participate in the practical testing portion.
- Students with physical disabilities should consider their limitations and consult with a physician prior to applying.
- Applications received after the deadline will not be considered.
- Submit a separate application for each school.

### **Fire Investigation I School (formerly Basic) – 80 Hours**

Spring Session: April 18-29, 2005

*Application Deadline: February 18, 2005*

Fall Session: September 12-23, 2005

*Application Deadline: July 8, 2005*

Tuition: \$600.00 – covers meals, lodging, and all training materials  
Students are responsible for their own transportation and necessary work equipment. Students selected for training will receive a list of necessary equipment.  
\$800.00 – non-resident.

### **Fire Investigation II School (formerly Advanced) – 40 Hours**

March 14-18, 2005

*Application Deadline: February 4, 2005*

Tuition: \$300.00 – covers meals, lodging, and all training materials  
Students are responsible for their own transportation and necessary work equipment.  
\$400.00 – non-resident.

Prerequisite: Students **must** have attended the Fire Investigation Unit Fire Investigation I School (formerly Basic) or equivalent  
See below for equivalency information.

### **Vehicle Fire Investigation School – 40 Hours**

October 10-14, 2005

*Application deadline: September 2, 2005*

Tuition: \$300.00 – covers meals, lodging, and all training materials  
Students are responsible for their own work equipment.  
\$400.00 – non-resident.

Prerequisite: Students **must** have attended the Fire Investigation Unit Fire Investigation I School (formerly Basic) or an equivalent  
See below for equivalency information.

## Arson Follow-Up School – 40 Hours

Winter Session: February 7-11, 2005

*Application Deadline: January 3, 2005*

Summer Session: August 22-26, 2005

*Application Deadline: July 11, 2005*

Tuition:           \$300.00 – covers meals, lodging, and all training materials  
Students are responsible for their own transportation.  
\$400.00 – non-resident.

NOTE: This school is open only to police and public safety officers. **It does not instruct fire origin and cause determination.** This school teaches those skills necessary to continue an investigation once a fire has been determined to be arson by a qualified investigator.

## Equivalency Information

If you have attended a program that you believe meets or exceeds the training standards of the Fire Investigation I School, you may apply for either the Fire Investigation II or the Vehicle Fire Investigation School.

You **must** submit the following documents along with your application:

- A copy of your certificate
- A copy of the course curriculum showing the specific dates and times that the training was conducted and the total number of contact-hours
- A list of instructors
- Indicate whether there was a written and a practical examination
- Indicate where the training was conducted
- Indicate whether the program was based on N.F.P.A. 1033 – Standard for Professional Qualifications for Fire Investigator, 1993, 1995, 1998 or 2003 edition.
- Indicate whether the training included live-burn exercises
- A letter attached to the application requesting evaluation of the program as an equivalent.
- Pro Qual (NBFSPQ) agencies are equivalent programs.

Each equivalency request will be evaluated on an individual basis. If you cannot submit the above information your program will not be considered for equivalency review.

**Questions regarding these training programs should be referred to George Lutz – (517) 336-6634.**

# Fire Investigation Unit

## 2005 Fire Investigation Training Application

**NOTE: Applications must be neatly printed or typed and fully completed. Incomplete or illegible applications will not be accepted.**

SOCIAL SECURITY NUMBER		LAST NAME		FIRST NAME		M.I.	
DOB	MALE <input type="checkbox"/> FEMALE <input type="checkbox"/>	DRIVER'S LICENSE NUMBER		DEPARTMENT			
JOB TITLE		STREET ADDRESS		CITY	STATE	ZIP	
COUNTY		TYPE OF AGENCY Police <input type="checkbox"/> Fire <input type="checkbox"/> Public Safety <input type="checkbox"/> Other <input type="checkbox"/>		WORK TELEPHONE			
SUPERVISOR TITLE		FIRST NAME		LAST NAME			
EMPLOYMENT STATUS Full-Time <input type="checkbox"/> Part-Paid <input type="checkbox"/> Volunteer <input type="checkbox"/>		FDID (Fire ID)	ORI (Law Enforcement ID)		NUMBER OF YEARS IN FIRE OR POLICE SERVICE		
NUMBER OF YEARS IN PRESENT POSITION	IS FIRE INVESTIGATION YOUR PRIMARY RESPONSIBILITY? YES <input type="checkbox"/> NO <input type="checkbox"/>		PERCENTAGE OF TIME SPENT ON FIRE INVEST.		NUMBER OF FIRES YOU HAVE ACTUALLY INVESTIGATED		
TOTAL NUMBER OF FIRES INVESTIGATED IN 2003		TOTAL NUMBER OF ARSON FIRES TURNED OVER TO LAW ENFORCEMENT IN 2003 (IF FIRE DEPT)		NUMBER OF FIRES YOUR AGENCY RESPONDED TO:			
HAVE YOU COMPLETED HAZ-MAT AWARENESS?	TOTAL NUMBER OF ARSON RELATED ARRESTS FOR 2003		HAVE YOU EVER BEEN ARRESTED FOR A CRIME FOR WHICH YOU COULD HAVE GONE TO JAIL? IF YES, DO NOT PROVIDE DETAILS. YES <input type="checkbox"/> NO <input type="checkbox"/>				
INDICATE WHICH SCHOOL YOU ARE APPLYING FOR:			DATES OF SCHOOL APPLYING FOR:				

### IF APPLYING FOR FIRE INVESTIGATION II OR VEHICLE FIRE SCHOOL

BASIC SCHOOL ATTENDED (44th, September 10-21, 2001, etc.)	DATE ATTENDED:	IF NONE – ARE YOU SUBMITTING AN EQUIVALENCY REQUEST?
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I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. I AUTHORIZE THE RELEASE OF ALL CRIMINAL HISTORY INFORMATION THAT PERTAINS TO THIS APPLICATION.

APPLICANT SIGNATURE

DATE

SUPERVISOR CERTIFICATION: I HAVE REVIEWED THIS APPLICATION AND ATTEST THE INFORMATION TO BE TRUE AND ACCURATE. I ALSO CERTIFY THAT THE APPLICANT WILL BE UTILIZED AS A FIRE INVESTIGATOR UPON COMPLETION OF THIS SCHOOL.

SUPERVISOR'S SIGNATURE

DATE

- **DO NOT SEND THE REGISTRATION FEE UNTIL YOU HAVE BEEN NOTIFIED IN WRITING WHETHER OR NOT YOU HAVE BEEN ACCEPTED INTO THE SCHOOL.**
- **DO NOT CALL THE FIRE INVESTIGATION UNIT TO INQUIRE ABOUT YOUR APPLICATION; YOU WILL BE NOTIFIED BY MAIL.**
- **MAIL YOUR COMPLETED ORIGINAL APPLICATION TO ARRIVE NO LATER THAN THE APPLICATION DEADLINE.**
- **DO NOT FAX YOUR APPLICATION – FAXED APPLICATIONS WILL NOT BE ACCEPTED.**
- **MAIL COMPLETED ORIGINAL APPLICATION TO:**

Michigan State Police  
Fire Investigation Unit  
Fire Investigation Training Applications  
4000 Collins Road P.O. Box 30635  
Lansing, Michigan 48909-8135

George Lutz

517-336-6634